



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao

**Division of Malaybalay City**

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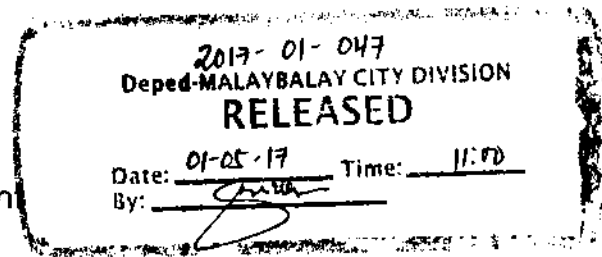


**DIVISION MEMORANDUM**

No. 004 s. 2016

**To: Chief Education Supervisors and Staff in SGOD and CID  
Public Elementary and Secondary School Heads  
School DRRM Coordinators  
This Division**

**From: EDILBERTO L. OPLENARIA, CESO VI**  
OIC - Schools Division Superintendent



**Date: January 4, 2017**

**Subject: SUBMISSION OF ACCOMPLISHED RADaR FORMS 1 AND 2 VIA SMS  
FOR SCHOOLS AFFECTED BY TYPHOON NINA**

1. Pursuant to Unnumbered DepED Memorandum dated **December 31, 2016 re: Immediate Interventions to Ensure Learning Continuity and Assistance to Personnel Affected by Typhoon Nina**, School Heads of schools affected by typhoon Nina shall submit accomplished Rapid Assessment of Damages Report (RADaR) forms 1 and 2 to this Office and the DRRMS via SMS (**09177135043** and **09151789312** respectively) **on or before January 9, 2016**. *Non-submission of RADaR via SMS means schools were not affected by the said typhoon.*
2. For strict compliance.

Encl: A – RADaR form 1  
B – RADaR form 2  
C – Unnumbered DepED Memorandum Dated December 31, 2016 re: Immediate Interventions to Ensure Learning Continuity and Assistance to Personnel Affected by Typhoon Nina

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TO BE POSTED IN THE WEBSITE



Department of Education  
Revised Rapid Assessment of Damages Report 1 (RADaR 1) as of January 2015  
School-Level Form

**Instructions to School Heads:**

1. Accomplish this form on rapid assessment of damages. Do not leave anything blank.
2. Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:  
**RADAR1,<Name of incident>,<EBEIS School ID>,<Incurred damages because of incident? (Yes/No)>,<Number of totally damaged classrooms>,<Number of classrooms with major damage>,<Number of classrooms with minor damage>,<Number of temporary learning spaces needed for resumption of classes>,<Number of deceased personnel>,<Number of injured personnel>,<Number of missing personnel>,<Number of displaced personnel>,<Number of classrooms used for evacuation of families>,<Are there still evacuees after three days? (Yes/No)>,<Full name of sender>,<Designation>**  
**For example: RADAR1,Lais,102121,No,0,0,0,0,0,0,0,0,0,0,Orville Benigno,HT**  
**RADAR1,Mayan Eruption,1999991,No,0,0,0,0,0,0,4,4,Yes,Jose Garcia III,MT**

Send it to 09288718053 (Smart) or 09151789312 (Globe). Invalid text messages, and forms sent via e-mail or fax shall not be processed. Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) RADAR1 and SCHOOL ID is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

**Instructions to Divisions:**

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR1 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepED e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account.

For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

Division: \_\_\_\_\_

		ANSWERS
1	<b>Name of incident</b> (Can be name of tropical cyclone, name of volcano or description of incident)	
2	<b>EBEIS SCHOOL ID</b>	
3	<b>Incurred damages because of incident? (Indicate Yes/No only)</b>	
4	<b>Number of academic classrooms that are <u>totally</u> damaged</b> (damaged academic classrooms that cannot be used)	
5	<b>Number of academic classrooms with <u>major</u> damage</b> (damaged academic classrooms needing major repair and cannot be repaired by school)	
6	<b>Number of academic classrooms with <u>minor</u> damage</b> (damaged academic classrooms needing minor repair that can all be repaired by school)	
7	<b>Number of temporary learning spaces (TLS) needed for immediate class resumption</b>	
8	<b>Number of deceased DepEd teaching and non-teaching personnel</b>	
9	<b>Number of injured DepEd teaching and non-teaching personnel</b>	
10	<b>Number of missing DepEd teaching and non-teaching personnel</b>	
11	<b>Number of displaced DepEd teaching and non-teaching personnel</b>	
12	<b>Number of academic classrooms used for evacuation of families</b> (all academic classrooms used since Day 1)	
13	<b>Are there still evacuees after three days? (Indicate Yes/No only)</b>	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(14) Full Name of sender \_\_\_\_\_ Date \_\_\_\_\_

(15) Designation of sender \_\_\_\_\_ Contact Number \_\_\_\_\_



**Department of Education**  
**Revised Rapid Assessment of Damages Report 2 (RADaR 2) as of January 2015**  
**School-Level Form**

**Instructions to School Heads:**

1. Accomplish this form on rapid assessment of damages. **Do not leave anything blank.**
2. Send via text message (SMS) to Globe/Smart. The answers should be sent using the following format:  
**RADAR2, <Name of incident>, <School ID>, <Number of damaged school furniture (armchairs)>, <Number of damaged copies of learning materials/textbooks used for instruction>, <Number of damaged sets of computer equipment used for instruction>, <Full name of sender>, <Designation>**

**For example: RADAR2,Bush Fire,300461,23,45,0,Juan Dela Cruz Jr, Principal  
 RADAR2,Luis,102121,0,0,0,Orville Benigao,HT**

Send it to 09288718053 (Smart) or 09151789312 (Globe). **Invalid text messages, and forms sent via e-mail or fax shall not be processed.** Kindly check the following before sending: (1) Only the answers are typed, no need to input questions; (2) No spaces between commas; and, (3) RADAR2 and SCHOOL ID is indicated. By sending this form via SMS, please note that the sender is certifying that the information sent is true and accurate. Any inaccurate and incorrect information shall be the responsibility of the sender.

**Instructions to Divisions:**

A link to the consolidated RADaR shall be given to divisions so that they can check the RADaR2 data sent by school heads. Divisions are in-charge of ensuring all affected schools send RADaRs via SMS and shall be responsible for schools without reports. Only divisions with DepED e-mail accounts can access and check the RADaR submissions of schools. For divisions without DepEd e-mail accounts, kindly inquire with your ICT Coordinators on how to register for a DepEd e-mail account. **Divisions are advised to make the necessary detailed assessment for reports received under RADaR2.** They are also advised to send the consolidated detailed assessment to respective DepEd Offices (cc: drrmo@deped.gov.ph).

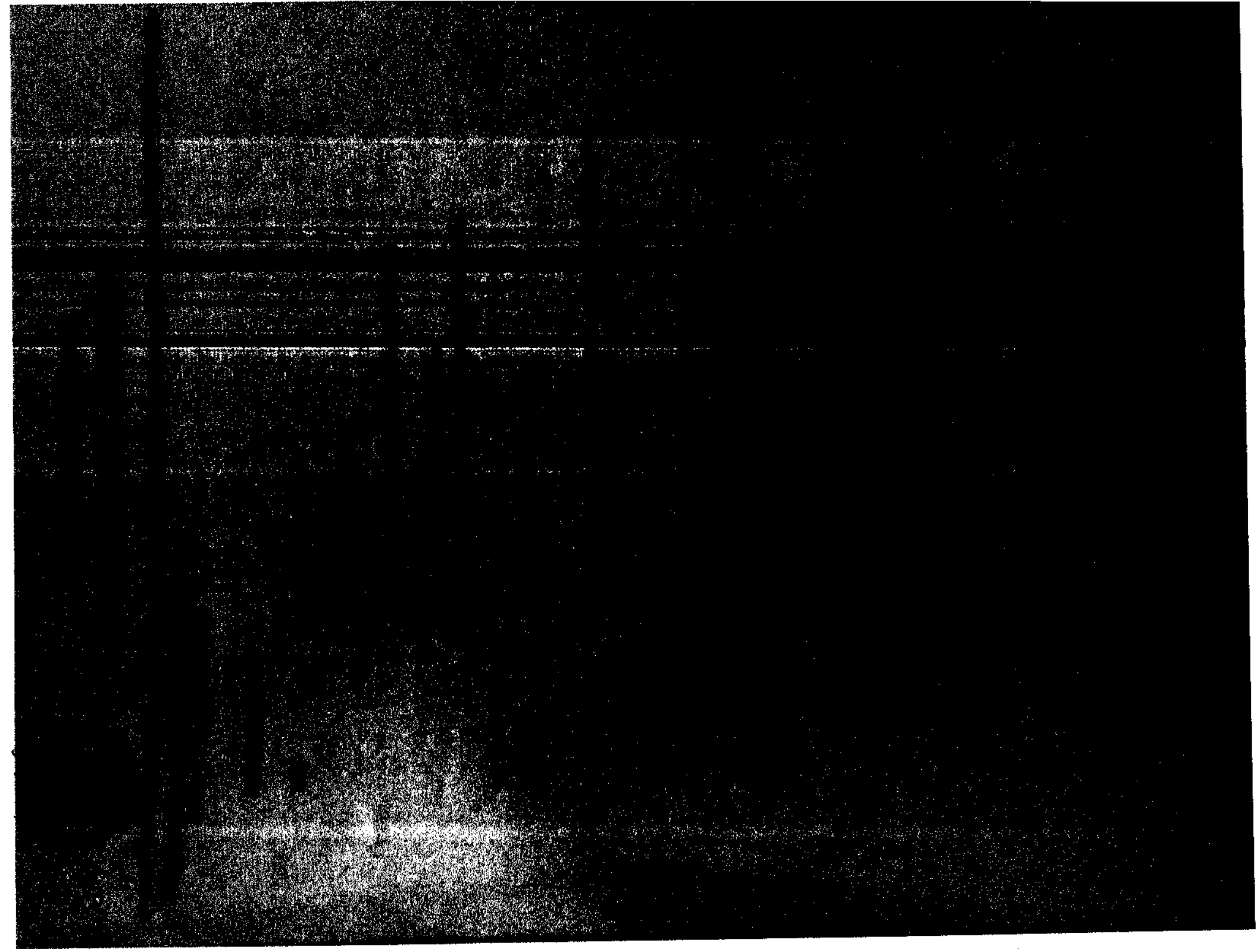
For inquiries about this form, contact DRRMO at (02) 637-4933 and/or (02) 635-3764.

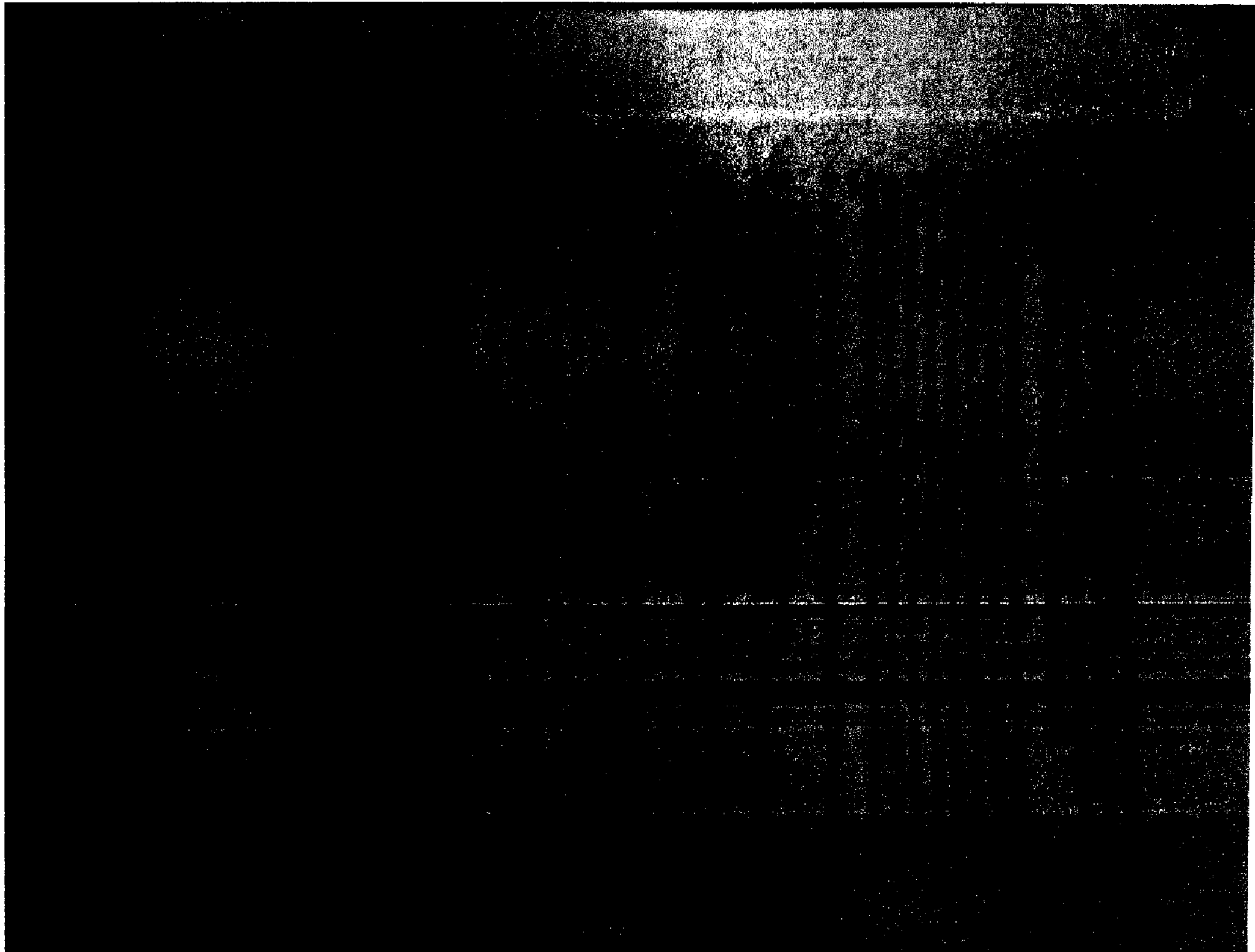
Division: \_\_\_\_\_

1	<b>Name of incident</b> (Can be name of tropical cyclone, name of volcano or description of incident)	
2	<b>EBEIS SCHOOL ID</b>	
3	<b>Number of damaged school furniture (armchairs) that needs to be replaced for use of learners</b> <i>(Additional information on damaged teachers' tables and chairs, tables and chairs for Kinder, and/or desktops shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	
4	<b>Number of copies of learning materials/textbooks used for instruction that were damaged because of incident</b> <i>(Detailed information on number of copies needed for instruction per grade level and subject area shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepED offices for proper intervention.)</i>	
5	<b>Number of sets of computer equipment used for instruction that were heavily damaged because of incident</b> <i>(Detailed information on type of equipment damaged shall be consolidated by respective divisions. Divisions shall endorse the detailed assessment to respective DepEd offices for proper intervention.)</i>	

By sending this RADaR via SMS, I hereby certify that the information sent is true and accurate.

(14) Full Name of sender \_\_\_\_\_ Date \_\_\_\_\_  
 (15) Designation of sender \_\_\_\_\_ Contact Number \_\_\_\_\_







**TY Nina DepEd Personnel Affected and with Damaged Houses**

The accomplished template should be vetted by the heads of the respective offices or the duly designated authority and sent to the DRRMS (drmo@deped.gov.ph) along with electronic copies of supporting documents no later than 13 January 2017. The vetted list of personnel affected should be sent in two (2) file formats, **one (1) copy in PDF** containing the signature of the SDS/head of the respective office or the duly designated authority and **one (1) copy in MS Excel** containing the final version of the submission.

Demographic/Contact Information									
#	First Name	Middle Name	Middle Initial	Last Name	Suffix (Jr, Sr, etc)	Sex (Male or Female)	Date of Birth (DD-MM-YYYY)	Civil status	Mobile number
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

**Notes**

- Type of building/house** - Indicate if Single house, Duplex, Multi-unit residential, Other type of housing units
- House ownership status** - Indicate if Owned/Amortized, Rented, Rent-Free with Consent of Owner, Rent-Free without Consent of Owner
- Owner of the housing unit** - Indicate if the owner is/are Yourself, Parents, Guardians, Spouse, Lessor, among others
- DepEd Office (Unit)** - Indicate which school, or which unit of the Division/Region/Central Office the personnel belongs
- DepEd Office** - Indicate which Division or Region Office (for example, Region V), or Central Office (if from DepEd CO)
- Designation/Position title** - Indicate specific position in DepEd, as referenced in the contract
- Status of appointment/position** - Indicate if occupying a Plantilla, Co-Terminus, or COS position, among others

**TY Nina Personnel Affected and with Damaged Houses**

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Household Information/Address							
#	Type of house/building	House ownership status	Head of the housing unit	Unit, Floor, and Building (if any), Lot Number, Street	Barangay	Municipality	Province
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**Notes**

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- DepEd Office (Unit)** - indicate which school, or which unit of the Division/Region/Central Office the personnel belongs
- DepEd Office** - Indicate which Division or Region Office (for example, Region V), or Central Office (if from DepEd CO)
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DepEd Employee Identification						
#	ID Number (if available)	Designation/Position title	Status of appointment/position	DepEd Office (Unit)	DepEd Office	Extent of household damage after Nina (totally or partially damaged, to be validated by DSWD)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

**Notes**

- Type of building/house** - Indicate if Single house, Duplex, Multi-unit residential, Other type of housing units
- House ownership status** - Indicate if Owned/Amortized, Rented, Rent-Free with Consent of Owner, Rent-Free without Consent of Owner
- Owner of the housing unit** - Indicate if the owner is/are Yourself, Parents, Guardians, Spouse, Lessor, among others
- DepEd Office (Unit)** - Indicate which school, or which unit of the Division/Region/Central Office the personnel belongs
- DepEd Office** - Indicate which Division or Region Office (for example, Region V), or Central Office (if from DepEd CO)
- Designation/Position title** - Indicate specific position in DepEd, as referenced in the contract
- Status of appointment/position** - Indicate if occupying a Plantilla, Co-Terminus, or COS position, among others

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#	Other supporting documents				With receipts of repairs of damaged house, if already repaired (Yes/No)
	With proof of house ownership (Yes/No)	With photos of house before Nina (Yes/No)	With photos of damaged house immediately after Nina (Yes/No)	With photos of repaired house after it was damaged (Yes/No)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Prepared by:

Approved by

\_\_\_\_\_  
Name & Signature

\_\_\_\_\_  
Name & Signature  
Head of Office

**Notes**

**Type of building/house** - Indicate if Single house, Duplex, Multi-unit residential, Other type of housing units

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